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8 November 1950


MEMORANDUM FOR: Chief, COAPS

FROM: Assistant Director, OCD

SUBJECT: Coordinated Requirements for Peripheral Reporting

REFERENCE: (a) Memo DCI to AD/CD dated 23 August, 1950,
serial MR-1-2152, same subject

1. In accordance with reference (a) paragraph 3, this office requested requirements for peripheral reporting guides from OPC, ORT and OSI. By memorandum dated 11 September, 1950, AD/PC reported that his office was being adequately served by the reporting guide enumerated in Department of State circular airgram of 19 June, 1950.
2. The AD/RE in memorandum dated 31 October, 1950 reported that, in general, O/RE accepts the requirements outlined in State Department circular airgram of 19 June, 1950, but in addition suggests that the attached list of general requirements, applicable to all countries (Tab A), and a coordinated field collection guide on the Soviet Union and the Satellites (Tab B) be submitted to the collectors to supplement standing requirements. A similar guide for collection in Communist China will be submitted at an early date.
3. The AD/SI in memorandum dated 27 October, 1950 submitted a reporting guide for the collection of scientific information, consisting of a preface, general reporting guide and name place priority list by country.
4. Although there is slight overlap in the same field in some instances, it is the opinion of this office, as a result of other surveys, that the peripheral guide would best serve its purpose if submitted in two sections: (a) scientific and (b) all other fields. It is planned to submit ten (10) copies of the guide to the Department of State with the request that it be reviewed as to format and content for use in the peripheral reporting system. Pending receipt of remarks from the Department of State, the formulation of a smoother, more finished guide will be held in obedience.
5. One copy of each section of the reporting guide is forwarded herewith for your review.



JAMES M. ANDREWS

Encl: Reporting guide

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